[YOUR FULL NAME]

[City, State] | [Phone] | [Email] | [LinkedIn or Portfolio - optional]

[Date]

[Hiring Manager / Hiring Team]
[Company Name]
[Company Address - optional]

Dear Hiring Team,

I'm applying for the [Job Title] position at [Company]. I recently completed [Degree/Course], and [specific reason you like this role or company] caught my attention.

During [college project/internship/volunteer activity], I [describe what you actually did]. I used [relevant skills/tools] to [task or result]. It taught me [something relevant to this role], and I'd be glad to bring that approach to your team.

I'm still at the beginning of my career, but I've made a point of learning by doing. I'd welcome the chance to discuss how my project experience fits the work described in your job posting.

Thank you for considering my application.

Sincerely,
[Your Full Name]